

MEMORANDUM  
**DEPARTMENT OF COMMUNITY HEALTH**  
LANSING, MICHIGAN 48913

**DATE:** April 12, 2004

**TO:** Community Mental Health Services Program (CMHSP) Executive Directors

**FROM:** Irene Kazieczko, Director, Bureau of Community Mental Health Services

**SUBJECT:** Fiscal Year (FY) 2004/2005 Mental Health Block Grant Request for Proposals  
Proposal Application Deadline: May 27, 2004

Attached for your careful review and response is the Mental Health Block Grant request for proposals. Community Mental Health Services Block Grant funds are targeted for development of new community-based service initiatives for adults with serious mental illness, as specified in the Michigan of Department of Community Health plan approved by the Substance Abuse and Mental Health Services Administration, Center for Mental Health Services (CMHS). Projects in the following program areas are invited: anti-stigma; crisis planning; peer support specialists; person-centered planning; self-determination; jail diversion; recovery; co-occurring mental health and substance use disorders; consumer-run, delivered, or directed services; supports and services for older adults; ACT; clubhouse programs; vocational/employment; homeless populations; and other special populations. New projects funded under this initiative will begin on October 1, 2004 through September 30, 2005. Total funding for new projects to begin during this period is approximately \$1 million. Funding for second-year continuation projects (those funded October 1, 2003) is approximately \$2 million.

Program areas within a CMHSP that have not received block grant funding in the last three years and projects in rural areas are a priority for funding. Planning for sustaining new programs funded continues to be an important consideration in funding new initiatives. Projects aimed at one-time purchases and training may be funded for one year only. Projects aimed at service innovation or service development may be funded for a two-year period with the second year contingent on first year progress. Maximum funding per service innovation or service development project is up to \$75,000 for the first year, and up to \$56,250 for a second year, with a 25% CMHSP match requirement for the second year. Review criteria are included in the RFP.

Since the number of new projects for FY05 will be very limited, CMHSPs must carefully prioritize requests and submit only proposals of highest priority. It is important that CMHSPs review and edit priority proposals for submission, including proposals drafted by CMHSP subcontractors intending to perform services. Department staff will contact CMHSP staff to resolve any questions they may have regarding proposals. Please make sure the face sheet contains the appropriate contact information.

An **informational meeting** for CMHSPs interested in responding to this RFP is scheduled for **Thursday, April 22, 2004, from 1:00 to 4:00 p.m.**, in the Manty Conference Room at Baker Olin West, 3423 N. Martin Luther King Jr. Boulevard, Lansing, MI. The entrance to Baker Olin West is on the backside of the building. Due to space limitations, each CMHSP may have one or two representatives at this meeting. A summary of questions and answers from the meeting will be compiled and sent to all CMHSPs following the meeting.

Please direct questions regarding this RFP to the specialist identified for each program area. Please share this RFP with program and financial staff.

Attachments

cc: Patrick Barrie  
Mark Kielhorn  
Judy Webb  
Patricia Degnan  
Contract Managers